



Republic of the Philippines
OFFICE OF THE SECRETARY
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SPECIAL ORDER

No. 270
 Series of 2025

SUBJECT : DESIGNATION OF MS. JORILYN A. ROSALES, AS SPECIAL DISBURSING OFFICER FOR THE CONDUCT OF THE JAPAN LEARNING EXCHANGE PROGRAM ON POSTHARVEST TECHNOLOGIES, DIGITALIZATION, AND MARKET LINKAGE ON MARCH 23-29, 2025

In the interest of service and in view of the conduct of the “Japan Learning Exchange Program on Postharvest Technologies, Digitalization, and Market Linkage” on March 23-29, 2025, Ms. Jorilyn A. Rosales is hereby designated as Special Disbursing Officer without additional compensation, pursuant to Section 618 of the Revised Administrative Code as amended.

As Special Disbursing Officer, she is authorized to obtain a cash advance amounting to Php 752,625.00 to defray the following costs/expenses related to the above activity:


PARTICULARS	AMOUNT (in Php)
Vehicle rental (farm and trading center visits)	393,750.00
Meeting Expense	77,625.00
Token for Resource Person and Operator/Management of Facilities to be visited	140,625.00
Interpreter	84,375.00
Miscellaneous expenses	56,250.00
TOTAL	752,625.00

She shall be guided by the rules and regulations regarding the handling of government funds. The cash advance should be liquidated after the end of the quarter/or upon completion of the purpose for which it was given.

This Order shall take effect immediately and shall return in force until revoked or modified accordingly. All orders, memoranda, and issuances inconsistent herewith are deemed revoked.

Done this 20th day of February 2025.

For and by the Authority of the Secretary:


ATTY. ALLEN KRISTOPHER A. ANARNA, CPA
 Officer-in-Charge, Office of the Undersecretary for Administration
 (per Special Order No. 177, Series of 2025)



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